



UNIVERSITY OF  
NORTHERN COLORADO

# American Sign Language- English Interpretation

## Student Handbook

2023-2024

**University of Northern Colorado**

**Department of ASL & Interpreting Studies**

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# Course Registration

To begin a course, activate your student records through UNC's Ursa system. Using a web browser, go to the UNC site at <http://ursa.unco.edu/>. If you have not been an "active" student or are a new UNC

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# Program Features

## Program of Study

Whether you are an online or a campus-based student, your program of study will follow the four-year plan that can be viewed at the link below:





# <sup>1</sup>Canvas



Stay in contact with your instructor! This is critically important. The ASLIS instructional and administrative staff want to support you during your academic journey. You are responsible for keeping them informed and to work with them in accomplishing your academic goals. Be sure to check BearMail (as well as Canvas Inbox messages) at least three times per week as time sensitive materials could be waiting for you from UNC or the ASLIS department.

It is also important to check the ASLIS website, [www.unco.edu/cebs/asl-interpreting/](http://www.unco.edu/cebs/asl-interpreting/), on a regular basis for updated information and links to various resources. For instance, this is where the summer residential schedule will be posted.

## **Rubrics**

Grading for assignments is based on a grading rubric (an assessment tool for making scoring decisions). The rubric itemizes the criteria that will be evaluated for an assignment and describes the characteristics of an A, B, or below graded assignment.

## **Checking Grades**

You will be issued a Bear Number as an ASLEI student at UNC. This Bear Number will give you access to your online academic files. You will be able to check your grades at the end of ea

# Time Commitment

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# Program Completion

The ASLEI program has academic completion requirements for anyone to successfully complete:

[ASL-English Interpretation Four Year Plan](#)

- All the required courses in the major and concentration area with an earned “B” (81%) or better in each INTR

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# Late Assignment Policy

Assignments submitted are deemed late if they are submitted after the due date and time (based on Mountain Time), unless otherwise negotiated *in advance*.

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# Excerpts from UNC Student Handbook

The following sections have been extracted and summarized from the [UNC Student Handbook](#).

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# University Standards of Conduct

## Disability Resources

It is the policy and practice of the University of Northern Colorado to create inclusive learning environments. If there are aspects of the instruction or design of this course that present barriers to students' inclusion or to accurate assessments of students' achievements (e.g., time-limited exams, inaccessible web content, use of videos without captions), students should communicate about these aspects with their instructor(s) and contact Disability Resource Center (DRC) to request accommodations.

Office: (970) 351-2289, Michener Library L

## **Academic Integrity**

Students are expected to practice academic honesty in every aspect of this course. Students who engage in academic misconduct are subject to grading consequences with regard to this course and/or university disciplinary procedures through the Dean of Students Office. More information about the academic misconduct process can be found in UNC's Student Code of Conduct (BEAR Code).

## **Attendance**

Students are expected to attend class regularly. Each instructor determines the relationship between class attendance, the objectives of the class, and students' grades. Instructors are responsible for articulating their attendance policies and their effect on grades to students. Students are responsible for knowing the attendance policy of each course. Only the instructor can approve students' absences. S a apd (n)-0.7ntuov1on able

Students who face challenges securing their food or housing and believe this may affect their performance in this course are also urged to contact Student Outreach and Support (SOS), which is part of the Dean of Students Office. SOS can assist students during difficult circumstances, which may include medical, mental health, personal or family crisis, illness, or injury. The Dean of Students Office/SOS can be reached at [dos@unco.edu](mailto:dos@unco.edu) or via phone at 970-351-2001.

### **Land Acknowledgment**

The University of Northern Colorado occupies the lands in the territories of the Ute, Cheyenne, and Arapaho peoples. The University acknowledges the 48 tribes that are historically tied to the state of Colorado. Thus, the land on which UNC is situated is tied to the history and culture of our native and indigenous peoples. UNC

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# Need Help?

Every effort will be made to ensure that you are able to successfully complete your educational journey. However, it is **your** responsibility to contact the appropriate person when you need help.

Problem:	Contact:
Questions about course content, activities, assignments, problems with your coursework or inability to complete assignments	<b>1. Your instructor</b>

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# ASLIS Department

Department of ASL & Interpreting Studies

UNC @ McKee Hall 525

Campus Box 106

Greeley, CO 80639

Fax: 970-351-1317

Phone: 970-351-1060

970-373-1270 (leave a sign message)





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